

PUBLIC NOTICE
ODESSA DEVELOPMENT CORPORATION
BOARD OF DIRECTORS MEETING
City Council Chambers - City Hall, 5TH Floor
411 W. 8th Street, Odessa, Texas 79761
Thursday, December 13, 2018, at 2:00 p.m.

In accordance with the Open Meetings Act, Chapter 551 of the Government Code of Texas, notice is hereby given to all interested persons that the Odessa Development Corporation will meet as set out above to consider the following items:

1. Invocation
2. Consider Minutes of November 15, 2018
3. Contractors reports:
 - A. Economic Development Dept.-Odessa Chamber - Wesley Burnett, Director
 - B. CVA Advertising & Marketing - Christi Callicoatte, Director of Account Service
 - C. UTPB-America's SBDC - Michael Crain, exec director
 - D. MOTRAN - James Beauchamp, exec director
 - E. City Administrative Support
4. Receive update from task force meeting regarding SBDC Business Challenge Natasha Brooks
5. Receive update on Affordable Workforce Housing Survey Betsy Triplett-Hurt
6. Receive update on task force to evaluate Budget, Finance and Audit Committee Gary Landers
7. Approve Compliance Committee recommendation and UTPB 1st annual payment Natasha Brooks
8. ODC Committee and Officer reports:
 - A. Advertising Committee - Gene Collins, Ted Tuminowski
 - B. Downtown Odessa Inc. Design Committee - Gene Collins
 - C. Compliance Committee - Betsy T-H
 - D. Odessa Partnership - Betsy T-H
9. Adjourn

This notice is being posted on the south door of City Hall and on the bulletin board of the first floor of City Hall, Odessa, Texas, this the _____ day of _____, 2018, at _____ .m., said time being more than seventy-two hours (72) prior to the time at which the subject meeting will be convened and called to order.

The meeting is available to all persons regardless of disability. Individuals with disabilities who require special assistance should contact the City Secretary's Office at 432/335- 3276, or 411 West 8th Street, First Floor, Odessa, Texas, during normal business hours at least twenty-four hours (24) in advance of the meeting.

Norma Aguilar-Grimaldo, TRMC, CMC
City Secretary

**ODESSA DEVELOPMENT CORPORATION
CITY OF ODESSA, TEXAS
NOVEMBER 15, 2018**

A regular meeting of the Odessa Development Corporation (ODC) was held on November 15, 2018 at 2:15 p.m., in the Council Chambers, fifth floor, City Hall, 411 W. 8th St., Odessa, Texas.

Members present: Betsy Triplett-Hurt, Tim Edgmon, Ted Tuminowski, Melanie Hollmann and Gene Collins.

Others present:

City Staff: Norma Aguilar-Grimaldo, City Secretary; Gary Landers, Interim City Attorney; Michael Marrero, City Manager; David Turner, Mayor; Malcolm Hamilton, Council member; Natasha Brooks, Senior Assistant City Attorney; Atasi Bhavsar, Assistant City Attorney; Robert Carroll, Assistant City Attorney; and Terri Gayhart, Director of Finance;

ODC Contractors: Wesley Burnett, Economic Development Director; Christi Callicoatte, CVA; Renee Earls, Chamber of Commerce CEO; Dustin Fawcett, MOTRAN; Michael Crain, UTPB-SBDC; Tyler Patton, UTPB-SBDC; Bryan Bierwith, UTPB-SBDC; and

Others: and other interested citizens.

A quorum being present, Mrs. Triplett-Hurt called the meeting to order and the following proceedings were held:

Mr. Collins gave the invocation.

October 11, 2018 minutes. Motion was made by Mr. Edgmon and seconded by Ms. Hollmann to approve the minutes. The motion was approved by unanimous vote.

Contractors report: Economic Development: Odessa Chamber, CVA, UTPB-SBDC; and, MOTRAN. Mr. Burnett reported had phone discussions for the Odessa market. There was an interest for a distribution type project and would follow-up. He was working with HighGround to pool resources. A local company wanted to consolidate property. The recycling company had its permit issue resolved and would open the first of the year.

Mrs. Callicoatte reported that there was more digital campaign being done. The oil show campaign and the investing at home were being extended. CBS 7 would have a news segment on Sunday night. The segment would be used on social media including podcast. Marketing was done on the Business Challenge.

Status update on award money reimbursement from Supreme Athletics Competition. Mr. Bierwith reported that a winner from last year's Business Challenge violated the rules. He was working with City staff to obtain the funds. The owner was cooperating.

Status update on location of jobs created by Wanderfull Teeth. Mr. Bierwith reported that the owner secured a Hong Kong business. The outsourcing was under review.

Mr. Bierwith reported that the Business Challenge had 61 attendees for orientation and other orientations were held. There were wide range of ideas. Two seminars were held and the first elimination round would be soon.

Mr. Patton provided a revised UPTB-SBDC report with two new business expansions and two businesses purchased. The new businesses were oil field related and restaurant. There were 224 counseling sessions and \$557,200 in capitalization for August. The kick-off for the Business Challenge was October 31. One seminar was held with 13 attendees. He stated payroll tax seminars were held in the year. Ms. Hollmann stated that taxes were many pitfalls for small businesses. Mr. Collins asked if the ODC could review the reporting on the Business Challenge winners. Mr. Patton would provide the information. The ODC members requested the contracts and the reports from the Business Challenge winners. Mr. Collins was still waiting on the contracts from the Challenge winners. He asked if there was a repayment plan for any defaults, internal review or automatic forfeiture. The funds would go back to ODC. The contracts were vague and there was no interest rate. Mr. Landers stated that this finding was just discovered and funds would be retrieved. He would report to the ODC board with a recommended solution by December. Mrs. Triplett-Hurt wanted the report by December to implement any changes to the new contracts. Mr. Collins and Mr. Tuminowski would participate in the recommendations for the Business Challenge contracts.

Mr. Tyler reported that the October capitalization had a 30% increase over last September. SBDC was trending ahead of the budget. Mrs. Triplett-Hurt was impressed with the quality of SBDC seminars that she attended.

Mr. Fawcett reported on MOTRAN. He stated that the legislative agenda was made. MOTRAN was working with TxDOT on the in-house traffic study that was done. The I-20 corridor was moving forward for the legislature to address. The corridor was from Pecos to Big Spring. There would be more lanes in the future. The Energy Impact study would be used to increase formula funding. The truck traffic increased but was under counted. The State was aware and working on it. Mr. Collins asked if the regional office was part of the legislative agenda. Mr. Fawcett stated that TxDOT was exploring avenues on how it would be addressed.

Receive update on Affordable Workforce Housing survey. Mrs. Earls reported that CDS had its first interview visit in October and a second visit will be December 5-7. The visit would continue the interviews and provide on-site visits. The report will be completed by February. She stated that there would be an on-line housing survey. Mrs. Triplett-Hurt asked that the schedule be sent to the ODC board members.

Discuss and consider for approval of Compliance Committee recommendation of incentives for Bellows Systems, Inc. including any economic development agreement documents needed to implement the incentives. Mr. Burnett stated that the agreement would provide for eight new jobs and 17 retained jobs. There would be new equipment and facilities. If approved, it would move forward for Council approval. Mrs. Triplett-Hurt stated that Bellows would be bringing in a component from California to Odessa. The operations would be expanded.

Motion was made by Ms. Hollmann and seconded by Mr. Collins to approve the Bellows Systems agreement. The motion was approved by unanimous vote.

Discussion on French Press Café closing. Mr. Landers stated that due to no staff available the French Press closed. The contract did not have a claw back with the exception of the vent a hood.

Mr. Landers recommended that every contract have a claw back provision unless there was a special exception. The improvements brought the building up to code and a different business would benefit from its improvements. Mr. Edgmon stated that there was a clause if the building was sold the first year there was a 50% return of funds.

Discuss ethics, freebies for ODC. Mr. Landers stated that ethics and free items could be a conflict of interest. He provided a wide range of examples. There were different opinions depending the circumstances. He stated that Council would be considering a conflict of interest and code of ethics that would provide guidance to the ODC board. Mr. Collins stated that some policies have a monetary limit. Mr. Tuminowski personally did not want to accept anything based on ethics.

Appoint member to Budget Finance and Audit Committee. Mrs. Triplett-Hurt had concerns on members donating their time and there was no honor in their time. She suggested a task force to review the by-laws of the ODC committees. She asked for a recommendation to be made back to the ODC board.

Mr. Marrero reported that the City Council passed the Tax Increment Reinvestment Zone (TIRZ) that would have a board for the downtown area. There would be a board to oversee the TIRZ.

Mrs. Triplett-Hurt and Ms. Hollmann will serve on the task force to review the committees' by-laws and guidelines.

Receive Financial and Investment Report. Ms. Gayhart reported on the September financial report. She reviewed revenues received from the 4-A sales tax receipts and the expenditures made for the month.

Update on results on City election. Mr. Marrero reported the results of the City election. The propositions of adding the at-large council member and the Mayor to be entitled to vote passed. The newly elected council members would take office on November 27. Mrs. Triplett-Hurt requested a meeting with the new Council. Mr. Landers reported that State law provides that the 4-A board requires a five member board. Council could appoint someone as an ex-officio but had no voting rights. Mrs. Triplett-Hurt stated that the Mayor wanted to sit on the ODC board as an ex-officio.

ODC Committee and Officer Reports – Advertising Committee, Downtown Odessa Inc. Design Committee, Compliance Committee, and Odessa Partnership. Mr. Collins stated that the Advertising Committee was working on finding a catchy name for the show. Mrs. Triplett-Hurt stated that the show had to be enthusiastic, affirming and assuring. Mr. Collins stated that the show would target audiences with the podcast. The Downtown Odessa Committee was working with TxDOT to provide pedestrian walk. The Partnership discussed the positive propositions and bonds that passed at the election.

Mr. Edgmon congratulated Mrs. Grimaldo on her Municipal Clerk of the Year state award.

The meeting adjourned at 3:28 p.m.

ATTEST:

APPROVED:

Norma Aguilar-Grimaldo, TRMC, CMC
City Secretary

Betsy Triplett-Hurt
President



Odessa Chamber of Commerce

Economic Development

Services for the Odessa Development Corporation

November 2018

PROJECTS

2007-01

- Company has ended the project for Odessa due to the lack of DOE support
- Representation retained for Odessa interests; will keep ODC updated
- Bankruptcy hearings to be scheduled by the Summer 2018
- Progressing with bankruptcy, land issues
- No update

2017-04

- Midland plumbing supply company looking to place a new distribution center in Odessa
- Ongoing discussions with company
- Exploring sites in Odessa
- Company representatives to narrow description and parameters for the project in Odessa
- Company has decided to explore lease options in Odessa, will continue discussion
- Company is seeking a 30Ksf building for their distribution center; 4Ksf for office space and 2-4 acres of land
- Company has contracted with CBRE for building search and will be working with Economic Development Staff
- Conference called scheduled with company. Plans for a new facility to serve the Permian Basin
- Company has received incentive application and plans for major consolidation /expansion project, 60K sf with 6 acres of yard storage
- Discussions continue on project – Application for possible incentives should be forthcoming soon

2017-12

- This solar panel project is seeking property in Ector County, will create 100 jobs during construction and sustain several local jobs for the operating life of the plant. This is a \$50 million capital investment to create 50 megawatts of solar capacity for the region
- Company representatives in Odessa during the month of December 2017, met with Economic Development Department and taxing entities
- Application received for tax incentives
- OC Trustees approved Tax Abatement on January 30, 2018
- Briefing completed with ECISD, County and Hospital along with Economic Development Staff and Solar Company
- Negotiations with taxing entities in progress
- Odessa College passed resolution for 10-year tax abatement, awaiting County, ECISD and hospital consideration
- Ector County passed reinvestment zone and Tax Abatement
- ECISD heard feasibility study in June meeting
- ECISD voted to accept application for incentives and will be reviewed by Comptroller office to proceed to next step
- Hospital Board took up abatement September 04, 2018; Odessa College to formalize as soon as possible
- OC has finalized agreement. Next steps for ECISD to finalize and project starts at the end of 2018
- All entities approved. Project to move forward
- Company planning larger capital investment in addition to current plans

2018-01

- Lead from the Governor's office; This company, a chemical manufacturing business is seeking a HQ location in Odessa, adding 200 jobs to the workforce
- Seeking rail served location
- Company narrowing facilities list, will be working with economic development staff
- Negotiating for a facility continues and is close to completion

2018-04

- The company is seeking 20 acres of land and a 100K SF facility for a lithium battery recycling facility
- They intend to start with 50 jobs and plan to expand with in 2-3 years and will reach 200+ employees
- Compliance Committee met on April 30, 2018
- Prospects met in Odessa May 2nd & 3rd, 2018
- Ongoing discussion with company for further information
- No update, company working on financing
- Company looking at other locations due to wage structure and workforce availability
- Inactive

2018-05

- This company is seeking to construct and operate a specific nuclear reactor in Ector County, Texas. This is a long-term project that would not expect to be in operation until 2024 and a \$1.5 Billion project
- This intrisical safe procedure is expected to generate the sale of electricity and the process heat from this facility could self-suffice the plant operations and costs
- A feasibility study has returned favorable and positive feedback
- Ongoing discussion with company for further information
- Company visited Odessa, toured GCA- very favorable, feasibility moving forward on business model
- Company will return to Odessa and discuss water issues surrounding communities moving forward
- Company plans to be in Odessa in December 2018 with DOE representatives to explore options and Odessa investments

2018-06

- The company is seeking 5 acres of land and a 30K SF facility for an expansion project that will close their California location and merge with their oil and gas Texas location in Odessa for related aircraft products; expected to create 10+ new jobs
- Application submitted and staff reviewing information to move to next step with compliance committee
- Compliance evaluation, questions for company to address before progress is made
- Compliance will be meeting to reevaluate project with updated information
- Compliance approved project. ODC Board approved
- Goes before City Council in November
- Company has made decision to relocate to Houston area due to workforce restraints

2018-07

- The company is seeking to repurpose an existing facility for a recycling plant project that will extract oil, carbon and steel belts from used tires for repurposing. This will create 12 jobs + supervisor and operate on 3 shifts
- They have applied for a TCEQ AIR Permit to operate at this location. They would like to use the crumb tire onsite and help clean-up the tire problem in Ector County
- Company CEO visited Odessa and is seeking ownership of abandoned tires (approximately 3 million) and crumbs at the Safe Tire Disposal Site
- No update

2018-08

- Company seeking 70 acres with rail for a multi-use chemical manufacturing company. This will create 50 jobs and anticipates a \$20Million investment
- Discussion with several land owners are ongoing
- On hold pending owner's evaluation of project
- Will be a 2019 project
- Negotiation continue for Odessa location

2018-09

- This company is pursuing an expansion project that will create over 400 jobs in the next 2 years with a \$140 million capital investment. They are seeking a Texas Enterprise Project nomination from the City
- Company given a nomination by City Council for Enterprise Project
- Project moving forward as Enterprise Project in Odessa

Direct Contact- Out of State Prospects

- Electronic Panels Company HQ in England, Call with Staff

OHCC- PROJECTS

- No current projects to report currently

OHCC- Applications

- Economic Development Department has No current application from the Hispanic Chamber of Commerce

Odessa Partnership

- Meeting held November 2018
- Next scheduled meeting is January 2019

Business Retention & Expansion

- ✓ Completed 17 visits to local industries and PBIOS in November

SERVICES AND OTHER ACTIVITIES

- ✓ Ingham Economic Index September Reports sent out via Mailchimp list
- ✓ Odessa Development News/Economic Indicators for September sent out via Mail Chimp
- ✓ Posted properties for Strahan on official website
- ✓ Submitted/Responded to request for information on statistical and demographic information to Rig Maids co.
- ✓ Submitted population estimates from JOBs EQ to Legado Ranch Apt.
- ✓ Submitted demographic, statistical information to Lario Homes
- ✓ Completed a Certificate of Origin for Eckel Mfct. shipping to Saudi Arabia

Partner Visits

State of the Economy- HORSESHOE	Staff attended
East Coast Trade Mission	Director attended
Business Professional Advisory Board- OC	Staff attended
Red White and You – Job Fair	Staff attended
Texas Tech Psychiatric Clinic Opening	Staff Attended
Leadership Program	ED Director participating
Early Childhood Action Network	Director attended
Reasonably Priced Housing discussions	Meeting with local officials
Odessa Partnership	Facilitated at the Chamber
Automotive Advisory Meeting	Staff attended meeting at Odessa College
Motran Meeting	Staff attended
San Antonio Housing Developer	Staff met with company to discuss possibility
TEDC Board Strategic Planning Meeting	Director attended

Research and Development

✓ Major Employers Report is completed

Services for the Odessa
Development Corporation

Odessa Chamber of Commerce

Odessa Economic Indicators

2018

Building Permits

October	2018	Total Value	2017	Total Value
New Single Family	52	\$11,734,450	26	\$6,869,125
New Commercial	6	\$6,419,893	0	\$0
Other	108	\$12,234,588	119	\$3,877,767
Totals	166	\$30,388,931	145	\$10,746,892
YTD Totals	1,919	\$280,543,867	1,669	\$287,699,116

Sales and Use Tax

October	2018	2017	% Change
City of Odessa	\$5,975,870	\$4,638,228	28.84%
Totals YTD	\$57,167,597	\$39,949,563	43.10%

Labor Market Statistics

October	2018	2017
Civilian Labor Force	80,893	79,357
Total Employment	78,849	76,852
Total Unemployment	2,044	2,505
Unemployment Rate	2.5%	3.2%
Payroll Employment Estimate	76,600	75,600

Permian Basin Rig Count

Month	2018	2017
October	387	314
September	388	316
August	383	318
July	378	317

Midland International Air and Space Port

October	2018	2017
Enplaned	51,217	45,834
Deplaned	51,298	46,185
Enplaned YTD	493,133	425,208
Deplaned YTD	489,154	421,257

MLS Statistics-Residential (SF/COND/TH)

October	2018	2017
Total Sold	141	121
Dollar Volume	\$31,135,441	\$23,702,269
Total Sold YTD	1,390	1,144
Volume YTD	\$300,016,958	\$205,236,214

Sources: City of Odessa Building Inspection Division, State Comptroller of Public Accounts, Midland International Air and Space Port, Labor Market and Career Information, Odessa Board of Realtors and Baker Hughes. Published by the Odessa Chamber of Commerce kathiv@odessaocodev.com (432) 332-9111



11/28/18

Odessa Development Corporation Board of Directors,

We are a month into the Odessa Business Challenge and I'm happy to say that we have some stiff competition. We have a large group of entrepreneurs that are eager to bring their great idea to fruition. We have a range of businesses from entertainment options to apps that could go national or even global. I am certainly impressed with this group's hard work thus far. A lot of these business ideas is exactly what a growing Odessa needs.

To recap, the first month of the challenge held three orientation dates, two that were scheduled and advertised for a month, and a third one added based on the demand for an afternoon orientation. The orientations drew a combined 61 attendees. Of those who attended one of the orientations, 28 businesses signed up to participate in the competition, which is a 155% increase from last year's competition which saw 11 businesses participate. We have confidence that the increase is due to our marketing strategy we put in place with CVA this year.

In the month of November, the UTPB SBDC Business Challenge Consultant, Bryan Bierwirth, conducted two seminars. The first seminar was on Brainstorming and the Business Model Canvas. We discussed the PEST strategy of brainstorming and described each of the nine buckets of the Business Model Canvas and how they apply to all businesses. The second seminar was an Investor Fact Sheet overview where each section and key points were discussed in detail. All fact sheets for each participating business are due on December 10, 2018 and the first round of judging will begin. From there, the top 15 businesses will move on to the business plan round. The eliminated businesses will continue to work with the SBDC to build their business plan with the goal of being bank financed.

Bryan Bierwirth has also been working with each business one-on-one since the beginning of the competition. It is required that the participants schedule at least two one-on-one consulting appointments throughout the challenge in order for their business plan to be accepted.

What's coming up in the next month, we have a Marketing seminar on November 29, 2018 presented by Madison Tate, Marketing and Communications Specialist for the Odessa Chamber of Commerce. The Investor Fact Sheets are due December 10, 2018, which will be then sent to each of the five judges for a round of scoring. The judges will have approximately four weeks to read and score each business' fact sheet and returned to Bryan Bierwirth by January 10, 2019. In the meantime, the contestants will continue to meet with Bryan one-on-one working on their business plan.

As of today, the SBDC has not spent any monies from the approved challenge budget. The majority of the funds will most likely be spent toward the end of the challenge.

Bryan Bierwirth
Business Challenge Consultant
University of Texas Permian Basin
America's Small Business Development Center



P. O. Box 60816 • Midland, Texas 79711
(432) 563-6240

La Entrada al Pacífico

November 30, 2018

The Honorable Betsy Triplett-Hurt, Chair
Odessa Development Corporation
P.O. Box 4398
Odessa, Texas 79760

Dear Chairwoman Hurt:

Please find the attached monthly financials for the Midland-Odessa Transportation Alliance, Inc., for October, 2018, and activity report for November, 2018.

We appreciate your continued support and assistance.

Sincerely,

A handwritten signature in black ink that reads "James Beauchamp". The signature is fluid and cursive, with a large initial "J" and a long, sweeping tail.

James Beauchamp
President, Midland-Odessa
Transportation Alliance

cc. The Honorable David Turner, City of Odessa



NOVEMBER 2018

ENERGY IMPACT STUDY

We are continuing our work with service providers and ancillary companies to validate our initial data to begin submitting back to TTI.

SH 302

We have obtained most parcel maps for properties adjacent to the SH 302 from Odessa to US 285 and are building a directory of property owners.

We are currently awaiting information from TXDOT on the exact amounts of ROW and preferred alignments that would be necessary to facilitate the project.

TRAFFIC STUDY

We are completing our regional traffic study to be shared publicly and have begun coordinating some of the meetings with various stakeholders to discuss findings and try to build consensus around short term and long term improvements for strategic regional corridors.

ANNUAL REPORT AND MEETING

We are hosting our annual meeting on December 6th. Attached is a copy of the 2017-18 Annual Report that will officially be presented then. We anticipate finalizing our draft audit and submitting back to both EDC's shortly.

12:14 PM
11/09/18
Cash Basis

MOTRAN ALLIANCE, INC.
Profit & Loss YTD Comparison
October 2018

	<u>Oct 18</u>	<u>Oct 18</u>
Ordinary Income/Expense		
Income		
4000 · Founding Member Dues	5,000.00	5,000.00
4200 · Interest Earned	151.67	151.67
4400 · Grants	20,000.00	20,000.00
4420 · ODC	23,750.00	23,750.00
4425 · ODC Study	18,750.00	18,750.00
4600 · PBC Revenue	50,000.00	50,000.00
Total Income	<u>117,651.67</u>	<u>117,651.67</u>
Expense		
5000 · Marketing		
5001 · MOTRAN Marketing	1,082.92	1,082.92
5000 · Marketing - Other	2,473.15	2,473.15
Total 5000 · Marketing	<u>3,556.07</u>	<u>3,556.07</u>
5025 · Travel Expenses	793.24	793.24
5026 · Other Travel	1,273.11	1,273.11
6000 · Administration		
6035 · Dues & Subscriptions	225.88	225.88
6045 · Food & Entertainment	1,143.31	1,143.31
6055 · Gifts	75.59	75.59
6075 · Miscellaneous Expense	86.60	86.60
6085 · Office Lease	2,655.00	2,655.00
6090 · Office Supplies	1,891.25	1,891.25
6105 · Postage	35.98	35.98
6115 · Program Supplies	118.78	118.78
6140 · Telephone	316.19	316.19
Total 6000 · Administration	<u>6,548.58</u>	<u>6,548.58</u>
6500 · Personnel		
6501 · Salaries & Wages	15,360.00	15,360.00
6502 · Payroll Taxes	1,175.05	1,175.05
6503 · Employee Health Reimbursement	607.51	607.51
6504 · Payroll Service Fee	119.60	119.60
6505 · Retirement Contributions	270.00	270.00
Total 6500 · Personnel	<u>17,532.16</u>	<u>17,532.16</u>
Total Expense	<u>29,703.16</u>	<u>29,703.16</u>
Net Ordinary Income	<u>87,948.51</u>	<u>87,948.51</u>
Net Income	<u><u>87,948.51</u></u>	<u><u>87,948.51</u></u>

12:15 PM
11/09/18
Cash Basis

MOTRAN ALLIANCE, INC.
Balance Sheet
As of October 31, 2018

	<u>Oct 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Frost MOTRAN Checking	1,986.37
1010 · Frost MOTRAN Money Market	207,185.35
1015 · Frost-ODC Money Market	43,509.27
1020 · Frost- MDC Money Market	1,001.26
Total Checking/Savings	<u>253,682.25</u>
Total Current Assets	253,682.25
Fixed Assets	
1500 · Furniture & Fixtures	926.94
1510 · Accum. Dep - Furn & Fix	(926.94)
1520 · Machinery & Equipment	3,356.07
1530 · Accum Dep - Mach & Equip	(3,356.07)
Total Fixed Assets	<u>0.00</u>
TOTAL ASSETS	<u><u>253,682.25</u></u>
LIABILITIES & EQUITY	
Equity	
3900 · Net Assets	165,733.74
Net Income	87,948.51
Total Equity	<u>253,682.25</u>
TOTAL LIABILITIES & EQUITY	<u><u>253,682.25</u></u>

12:16 PM

11/09/18

MOTRAN ALLIANCE, INC.
Statement of Cash Flows
October 2018

	<u>Oct 18</u>
OPERATING ACTIVITIES	
Net Income	87,948.51
Net cash provided by Operating Activities	<u>87,948.51</u>
Net cash increase for period	87,948.51
Cash at beginning of period	<u>165,733.74</u>
Cash at end of period	<u><u>253,682.25</u></u>

**MOTRAN, INC. MONTHLY EXPENSE SUMMARY
FOR THE MONTH OF Oct-18**

EXPENDITURE CATEGORIES	MONTHLY EXPENSE	MDC	ODC
Dues and Subscriptions	\$225.88		
Events and Expo's			
Food and Entertainment	\$1,143.31		
Gifts	\$75.59		
Health Insurance Reimbursement	\$607.51		
I-14 Initiative			
Insurance			
MOTRAN Marketing	\$1,082.92	\$541.46	\$541.46
Other Marketing	\$2,473.15		
Misc. Expense	\$86.60		
Office Lease	\$2,655.00		
Office Supplies	\$1,891.25		
Payroll Salaries	\$15,360.00	\$7,680.00	\$7,680.00
Payroll Taxes	\$1,175.05	\$587.52	\$587.52
Payroll Service Fee	\$119.60		
Retirement	\$270.00		
Postage	\$35.98		
Professional Services			
Program Supplies	\$118.78		
Travel	\$793.24	\$396.62	\$396.62
Other Travel	\$1,273.11		
Utilities: Telephone & Internet	\$316.19		
TOTAL EXPENSES	\$29,703.16	\$9,205.60	\$9,205.60

MOTRAN ALLIANCE, INC.
October 2018/City EDC Funding Breakdown

	<u>Budget</u> FY2016-17	<u>Current</u> Month	<u>YTD Amount</u>	<u>Remaining</u> Balance	<u>Percent</u> Remaining
Revenue					
Founding Members Dues	\$20,000.00	\$5,000.00	\$5,000.00	\$15,000.00	75%
Member Dues	\$50,000.00			\$50,000.00	100%
Midland Development Corp	\$95,000.00			\$95,000.00	100%
Odessa Development Corp	\$95,000.00	\$23,750.00	\$23,750.00	\$71,250.00	75%
ODC Study	\$75,000.00	\$18,750.00	\$18,750.00	\$56,250.00	75%
PBC Revenue	\$50,000.00	\$50,000.00	\$50,000.00	\$0.00	0%
Grants	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00	0%
Interest Income	\$1,200.00	\$151.67	\$151.67	\$1,048.33	87%
Misc. Income	\$1,000.00			\$1,000.00	100%
Total Revenues	\$407,200.00	\$117,651.67	\$117,651.67	\$289,548.33	81%
Expenditures					
Dues & Subscriptions					
Events					
Food & Entertainment					
Gifts					
Health Ins. Reimbursement					
Insurance					
I-14 Initiative				\$0.00	0%
Miscellaneous Expenses					
Office Lease					
Office Supplies					
Payroll-Salaries	\$74,500.00	\$7,680.00	\$7,680.00	\$66,820.00	89%
Payroll-Service Fee					
Payroll Taxes	\$5,000.00	\$587.52	\$587.52	\$4,412.48	89%
Retirement					
Postage					
Marketing	\$5,000.00	\$541.46	\$541.46	\$4,458.54	89%
Other Marketing					
Program Supplies					
Telephone					
Travel Expenses	\$5,000.00	\$396.62	\$396.62	\$4,603.38	92%
Travel Other					
Professional Services	\$5,500.00			\$5,500.00	100%
TOTAL EXPENSES	\$95,000.00	\$9,205.60	\$9,205.60	\$85,794.40	90%

UTPB SMALL BUSINESS DEVELOPMENT CENTER Odessa Development Corporation

Odessa Business Challenge Meeting November 26, 2018 at 4:00 p.m.

On November 26, 2018, I, Natasha Brooks, Senior Assistant City Attorney, met with Odessa Development Corporation (ODC) board members Gene Collins and Ted Tuminowski, and Bryan Bierwirth and Michael Crain with America's Small Business Development Center (SBDC), University of Texas of the Permian Basin (UTPB). We discussed the following:

1. **General Contracts and Procedures:** Consider more uniformity and similarity between Economic Development contracts and review process regardless of who the Contractor is. This discussion was well received and everyone present thought it would be a good idea to make the Economic Development contracts uniform.
2. **Discuss Supreme Athletic Competition Repayment Options/Document:** We discussed coming up with a loan document with an interest rate for repayment (5% plus prime). I mentioned providing the borrowers with an incentive to repay the loan early. I drafted a promissory note for review and sent the document to Bryan Bierwirth and Michael Crain.
3. **Agreement between SBDC and Winner:** All documents related to sales tax funds should be similar and always subject to legal department review. First, we discussed the pros and cons of providing Winners with the cash up front. Eventually everyone agreed on awarding percentages based on different factors to be determined to the winners, and once the winners were in compliance, they could receive additional money, up to their award amount. We discussed the two-page agreement provided to the winner. The City did not draft the agreement. The SBDC was under the impression that the ODC had a separate agreement with the winner and that they were just liaisons, and the ODC members present were under the impression that the Odessa Business Challenge was a national competition with established policies and procedures. After discussions, everyone agreed that there should be an agreement drafted for the SBDC with the Winner of the challenge. Legal or UT system attorneys would draft the agreement and Legal would review and approve all agreements. Also, residency requirement were discussed. ODC board member Ted Tuminowski does not want to see the businesses going outside of Odessa, and Michael Crain spoke about the benefits of the businesses expanding outside.
4. **Agreement between ODC and UTPB-SBDC:** Consider same financial review process regardless of who Contractor is (i.e. Contract forms and use of Compliance Committee review). We discussed the Compliance Committee reviewing the Odessa Business Challenge in general to ensure it meets compliance, everyone present was good with the initial review. We also discussed

Legal providing more provisions to the agreement and making the agreement similar to other Economic Development agreements.

5. Other Business: The ODC members present had questions regarding the French Press Café, and they also wanted to know if there was anything they could do to advertise businesses for sale. Mr. Collins wanted to know if the ODC could receive business cards. In addition, the Winners of the Odessa Business Challenge will attend ODC meetings to discuss their success.

RESOLUTION NO. ODC-2018R-___

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ODESSA DEVELOPMENT CORPORATION, AFFIRMING PROJECT COMPLIANCE FOR THE FIRST YEAR OF THE SECOND UTPB TRAINING FACILITY GRANT; APPROVING PAYMENT IN THE AMOUNT OF \$1,500,000; AUTHORIZING EXECUTION OF NECESSARY DOCUMENTS; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City administers an annual reporting program for all existing contracts to determine compliance; and

WHEREAS, the City has completed its review of the required documentation on the Second UTPB Training Facilities Grant and submitted its findings to the Compliance Committee; and

WHEREAS, the Compliance Committee has reviewed the reports, found UTPB to be in compliance for the first year of the contract and recommended payment in the amount of \$1,500,000;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ODESSA DEVELOPMENT CORPORATION:

Section 1. That UTPB is found to be in compliance for the first year of the contract.

Section 2. That the annual payment in the amount of \$1,500,000 is approved.

Section 3. That this resolution shall be effective at the time of its adoption.

The foregoing resolution was approved and adopted on the 13th day of December, A.D., 2018, by the following vote:

Gene Collins	_____
Melanie Hollmann	_____
Betsy Triplett-Hurt	_____
Ted Tuminowski	_____
Tim Edgmon	_____

Approved the 13th day of December, A.D., 2018.

Betsy Triplett-Hurt, President

ATTEST:

Norma Aguilar-Grimaldo, City Secretary as
Assistant Secretary to ODC Board

APPROVED AS TO FORM:

City Attorney as Attorney for ODC Board